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| **Agency and Project Information** | | | |
| Agency Name: |  | | |
| Program Name: |  | | |
| Application Contact Person: |  | | |
| Agency Contact Email: |  | | |
| Amount Requesting: |  | Bed/Unit Inventory: |  |
| Component Type: | Rapid Rehousing  SSO Coordinated Entry | | |
| County Serving\*:  \* Projects serving Cayuga County will receive 5 additional bonus points | Cayuga  Onondaga  Oswego  Multi-County | | |

**Onondaga/Oswego/Cayuga County Continuum of Care**

**2024 Local Domestic Violence Application Rubric**

**Applications are due September 11, 2024, at 5pm.**

**Applications and all attachments must be submitted in a single PDF to**

**the HHC via email:** [**hhc@unitedway-cny.org**](mailto:mstuart@unitedway-cny.org)

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| **Threshold Requirements** | |
| Applicant is a Non-Profit organization with active 501(c)3 status, public housing authority, or local government organization | Yes  No |
| Agree to use HMIS (or comparable database if DV) | Yes  No |
| HHC Membership- has a current MOU or is submitting an MOU with this application | Yes  No |
| Applicant agrees to using the Coordinated Entry System to fill 100% of beds | Yes  No |
| Applicants agrees to adopt Housing First model- signed and attached Housing First checklist | Yes  No |
| Management letter from agency’s most recent fiscal audit demonstrating that agency is in good standing is attached. | Yes  No |
| If the answer is no to any of the above questions, please explain below. | |
| If agency does not meet threshold requirements, stop scoring. Agency is not eligible for CoC funding. | |

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| **Narrative Questions** | |
| Program Design:  5 points | Please provide a general description of the program including the population served, bed/unit configuration. Please describe agency’s experience with serving DV survivors. (500 words) |
| 4-5 points: Agency is a victim service provider or has extensive experience serving survivors through current projects. Project design is clear and well thought out.  2-3 points: Agency has little experience serving survivors but no current projects dedicated to survivors.  0-1 points: Agency does not address serving survivors or project design is not clear. | |
| Experience in Providing Housing to Survivors:  5 points | Describe in the field below how the project applicant:  1. ensured DV survivors experiencing homelessness were quickly moved into safe affordable housing;  2. prioritized survivors–you must address the process the project applicant used, e.g., Coordinated Entry, prioritization list, CoC’s emergency transfer plan, etc.;  3. determined survivors’ supportive services needs;  4. connected survivors to supportive services; and  5. moved clients from assisted housing to housing they could sustain–address housing stability after the housing subsidy ends. (250 words) |
| 4-5 points: Agency has resources in place to immediately begin program to house, provide supportive services, and how Coordinated Entry will be used.  2-3 points: Agency gives limited description of how agency will provide housing to survivors.  0-1 points: Agency does not have a clear strategy for housing survivors. | |
| Experience in Ensuring DV Survivor Safety:  5 points | Describe in the field below examples of how the project applicant ensured the safety and confidentiality of DV survivors experiencing homelessness by:  1. taking steps to ensure privacy/confidentiality during the intake and interview process to minimize potential coercion of survivors;  2. making determinations and placements into safe housing;  3. keeping survivors information and locations confidential;  4. training staff on safety and confidentially policies and practices; and  5. taking security measures for units (congregate or scattered site), that support survivors’ physical safety and location confidentiality. (250 words) |
| 4-5 points: Agency has actionable practices to address all above aspects of ensuring safety and confidentiality throughout the duration of the project.   * 1. points: Agency addresses some practices for ensuring safety and confidentiality but does not address all aspects.   0-1 points: Agency does not have a clear strategy for ensuring safety and confidentiality. | |
| Experience in Evaluating Ability to Ensure Survivor Safety:  5 points | Describe in the field below how the project evaluated its ability to ensure the safety of DV survivors the project served in the project, including any areas identified for improvement throughout the project’s operation. (250 words) |
| 4-5 points: Agency has a strategy to evaluate the project’s ability to ensure safety, including demonstrated areas of improvement and changes made.  2-3 points: Agency has a strategy but no demonstrated improvements made.   * 1. points: Agency does not have clear strategy to evaluate its ability to ensure safety. | |
| Placing and Stabilizing Survivors in Permanent Housing Using Trauma-Informed, Survivor-Centered Approaches:  5 points | Describe in the field below the project applicant’s experience in:  1. prioritizing placement and stabilization of survivors;  2. placing survivors in permanent housing;  3. placing and stabilizing survivors consistent with their preferences; and  4. placing and stabilizing survivors consistent with their stated needs. (500 words) |
| 4-5 points: Agency addresses all four points of placing and stabilizing survivors in permanent housing with clear examples for each metric.  2-3 points: Agency addresses some but not all of the categories or all categories with no clear examples.   * 1. points: Agency only addresses one or two of the placement and stabilization categories. | |
| Trauma-Informed, Victim-Centered Approach:  5 points | Describe in the field below examples of the project applicant’s experience using trauma-informed, victim-centered approaches to meet needs of DV survivors by:  1. establishing and maintaining an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures survivors and staff interactions are based on equality, and minimize power differentials;  2. providing survivors access to information on trauma, e.g., training staff on providing survivors with information on the effects of trauma;  3. emphasizing survivors’ strengths, e.g., strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans worked towards survivor-defined goals and aspirations;  4. centering on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination, language access, improving services to be culturally responsive, accessible, and trauma-informed;  5. providing a variety of opportunities for survivors’ connections, e.g., groups, mentorships, peer-to-peer, spiritual needs; and  6. offering support for survivor parenting, e.g., trauma-informed parenting classes, childcare, connections to legal services. (500 words) |
| 4-5 points: Agency addresses all six points of being trauma informed and victim centered with clear examples for each metric.   * 1. points: Agency addresses some but not all of the categories or all categories with no clear examples.   0-1 points: Agency only addresses one or two of the trauma-informed categories. | |
| Meeting Service Needs of DV Survivors:  5 points | Describe in the field below examples of supportive services the project provided to domestic violence survivors while quickly moving them into permanent housing and addressing their safety needs. (250 words) |
| 4-5 points: Agency gives numerous examples of supportive services provided to survivors and how this will ensure safety and rapidly move them into permanent housing.  2-3 points: Agency gives one or two examples of supportive services provided.   * 1. points: Agency does not outline supportive services plan for survivors. | |
| Plan for Placing and Stabilizing Survivors in Permanent Housing Using Trauma-Informed, Survivor-Centered Approaches:  5 points | Describe in the field below how the project(s) will:  1. prioritize placement and stabilization of program participants;  2. place program participants in permanent housing;  3. place and stabilize program participants consistent with their preferences; and  4. place and stabilize program participants consistent with their stated needs. (500 words) |
| 4-5 points: Agency addresses their plan for all four points of placing and stabilizing survivors in permanent housing with clear examples for each metric.  2-3 points: Agency addresses some but not all of the categories or all categories with no clear examples.  0-1 points: Agency only addresses one or two of the placement and stabilization categories. | |
| Plan for Trauma- Informed, Victim Centered Practices: 5 points | Describe in the field below examples of the project applicant’s experience using trauma-informed, victim-centered approaches to meet needs of DV survivors by:  1. establish and maintain an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant and staff interactions are based on equality, and minimize power differentials;  2. provide program participants access to information on trauma, e.g., training staff on providing program participants with information on the effects of trauma;  3. emphasize program participants’ strengths–for example, strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans work towards survivor-defined goals and aspirations;  4. center on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination, language access, improving services to be culturally responsive, accessible, and trauma-informed;  5. provide a variety of opportunities for program participants’ connections, e.g., groups, mentorships, peer-to-peer, spiritual needs; and  6. offer support for survivor parenting, e.g., trauma-informed parenting classes, childcare, connections to legal services. (500 words) |
| 4-5 points: Agency addresses their plan for all six points of being trauma informed and victim centered with clear examples for each metric.   * 1. points: Agency addresses some but not all of the categories or all categories with no clear examples.   0-1 points: Agency only addresses one or two of the trauma-informed categories. | |
| Plan for Involving Survivors in Policy and Program Development: 5 points | Describe in the field below how the new project will involve survivors:  1. with a range of lived expertise; and  2. in policy and program development throughout the project’s operation.  (250 words) |
| 4-5 points: Agency has current actionable practices to involve survivors with lived expertise in program development. Agency has models to replicate for new project.  2-3 points: Agency has a plan on how to incorporate lived expertise into program development but no current models to replicate.   * 1. points: Agency does not have a clear strategy for incorporating the voices of people with lived expertise. | |

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| **Performance Measures** | |
| Employment & Income Growth:  10 points | Describe how clients will be assisted in obtaining employment, income, and mainstream health resources to maximize their ability to live independently. (250 words) |
| 8-10 points: Agency describes their ability and commitment to helping clients in each of the three areas described. Specific strategies include: Job coaching, Connections with specifically named workforce development agencies or programs (e.g., JobCorps, CNYWorks), SOAR training for staff members, Medicaid enrollment, Connections with specific named Health homes agencies, Connections with specific named primary care providers, Connections with specifically named substance abuse treatment providers, Motivational Interviewing.  5-7 points: Specific strategies are named, but do not include all three resource areas.  2-4 points: All three resource areas are described, but specific strategies are not described. Strategies are vague.  0-1 points: Answer is not applicable to the question or does not give any detail. | |
| Housing Placement and Retention:  5 points | Please provide the rate of housing placement of DV Survivors- Percentage Rate of Housing Retention of DV Survivors. |
| 4-5 points: Placement and retention is over 85%  2-3 points: Either placement or retention is over 85%  0-1 points: Both metrics are below 85% | |
| Housing Placement & Retention Narrative:  5 Points | For the rate of housing placement and rate of housing retention of DV survivors reported in question 4B-3b., describe in the field below:  1. how the project applicant calculated the rate of housing placement;  2. whether the rate for housing placement accounts for exits to safe housing destinations;  3. how the project applicant calculated the rate of housing retention; and  4. the data source (e.g., comparable databases, other administrative data, external data source, HMIS for non-DV projects). (250 words) |
| 4-5 points: Agency has a clear method for calculating rates and reliable data source.  2-3 points: Agency is vague about how data was calculated or does not have a comparable database.  0-1 points: Agency has unclear explanation for how data was calculated. | |
| Returns to Homelessness:  10 points | How will projects ensure that clients will not return to homelessness after project exit? |
| 8-10 points: Describes agency practices relating to supportive services and stability plans. Agency has ‘moving on’ strategies to ensure participants are stable at program exit. Agency addresses how it will ensure participants have long-term stability including access to ongoing supportive services, affordable housing/subsidies, etc.  5-7 points: Agency describes commitment to ensuring participants do not return to homelessness but strategies are unclear or limited. Agency has limited experience in stabilizing clients.  2-4 points: Agency commits to ensuring participants will not return to homelessness but does not give any concrete details.  0-1 points: Answer is not applicable to the question or does not give details. | |

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| **Budget Questions** |
| Please attach a project budget to prove that expenses are reasonable, allocable, and allowable as well as 25% match documentation: 20 points  Budget Attached  Match Documentation Attached |
| Budget must include: no line items outside of the categories of Leasing, Rental Assistance, Supportive Services, Operations, and Administration.  Admin cannot be over 10% unless agency has an approved cost rate.  Match must be 25% of total grant amount, indicate whether it is cash or in-kind, and have attached match letter. Agencies can only receive a maximum score of 5 if match documentation is not attached.  Award 10 points for attached budget with all allowable expesnses.  Award 10 points for attached match documentation fulfilling the 25% requirements. |